

**Charter Review Committee Meeting Minutes
Second Floor Conference Room, Town Hall
Monday, May 19, 2014, 7:00 p.m.**

PRESENT: Betsey Anderson, Polly Herz, Amy Lloyd, Joanna Nickerson, Ed Pierce, and Michael Rosenberg

ALSO PRESENT: Human Resources/Management Analyst Sarah Buhler

ABSENT: Anne Bickford, Steve Hagan, and Jan Shepard

Committee Chair Betsey Anderson called the meeting to order at 7:00 p.m.

1. Approval of minutes of April 30, 2014

Ms. Herz made a motion to approve Minutes of April 30, 2014 as written. Mr. Pierce seconded the motion.

The motion passed 6-0-0.

Ms. Anderson noted that the memo requesting input on potential changes to the Charter was sent to committees, chairs, and department heads last week. A press release was used in the past to specifically welcome comments from the public at designated meetings. This press release will request that the public attend the June 11th and June 25th meetings to share their comments. These meetings will be advertised in the Bedford Minuteman, the Bedford Citizen, the Town website, and the Town Facebook page.

A grid summarizing the changes purposed at the last meeting was circulated along with a summary of proposed changes to the Charter suggested by Charter Review Committee member Ed Pierce.

Ms. Anderson then distributed a copy of Chapter 39, Section 10 of the Massachusetts General Laws which specifies the number of signatures required for a petitioners article to be added to the Town Meeting Warrant. Whether this stipulation in Mass General Laws prohibits the Town from changing its own Charter remains unclear. Before addressing the suggestion of amending Section 2-7 Petitioners' Warrant Articles, more research on the matter is required.

2. Review of Charter

The Committee reviewed the Charter starting with Article 2, Section 2-1. Potential amendments identified include the following:

- Section 2-5, Section 2-6, Section 2-8, and Section 2-9: delete superfluous language.
- Section 2-11: amend referenced deadline to submit budgets to the Finance Committee.
- Change the order of the Sections in Article 2 to reflect the chronological timeframe of the Town Meeting process.

- Section 3-3: delete those committees no longer in existence, add the Hanscom Area Towns Committee and the Hanscom Field Advisory Commission, and potentially reduce the number of members for those committees that have more than 5 members.
- Section 3-5: language change pertaining to the circumstances when the Volunteer Coordinating Committee must present names to the Selectmen.
- Section 5-1: increase the period of time that an individual must be out of an elected position before becoming Town Manager to 2 years and deletion of superfluous language.
- Section 5-1, a., Section 5-1, c., Section 5-1, e., and Section 5-1, f.: delete superfluous language.

The committee concluded its review for this evening at the end of Article 5, Section 5-3.

3. Comments on Remote Participation Policy

Ms. Anderson directed the committee's attention to a memo from the Selectmen requesting input on remote participation in board or committee meetings.

A brief discussion occurred regarding the pros and cons of adopting a remote participation policy. In the end, the Committee agreed that although they have concerns regarding potential costs and technical support issues, adopting a remote participation policy might overall encourage more involvement.

4. Proposed changes/issues submitted to committee

There was no discussion pertaining to this item.

5. Scheduling of Next Meetings

The Committee agreed to send the Chair their upcoming vacation dates so that a mutually convenient meeting schedule can be developed for the remainder of the summer.

Ms. Nickerson made a motion to adjourn. Ms. Herz seconded the motion.

The motion passed 9-0-0.

The meeting adjourned at 9:34 p.m.

Respectfully submitted,

Sarah Buhler
Human Resources/Management Analyst

Minutes approved as amended June 11, 2014